



Parks & Recreation Commission Meeting Agenda

March 13, 2023
5:30 PM – Regular Meeting
Council Chambers
400 N. Douty St.

CALL TO ORDER:

ROLL CALL:

FLAG SALUTE:

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters not on the agenda and that are within the jurisdiction of the Commission. This is also the public's opportunity to request an item from the Consent Calendar be pulled for discussion purposes or to comment on any item on the agenda. A maximum of three minutes is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.

CONSENT CALENDAR:

Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

- A. Approval of the minutes of the February 13, 2023 Meeting

DIVISION UPDATES :

- A. Parks Division Updates
- B. Recreation Division Updates
- C. Director Updates

GENERAL BUSINESS:

- A. Heritage Tree Municipal Code Overview
- B. Review Street Tree Permit Request for Removal of one tree located at 1035 Hoover Way.

FUTURE AGENDA ITEMS:

ADJOURNMENT:

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available to public inspection in the City Clerk's Office located at 319 N. Douty Street, Hanford, California 93230, during normal business hours. Such agendas are also available at the city's website, www.cityofhanfordca.com subject to staff's ability to post the agenda before the meeting.

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's office, 559-585-2515, 319 N. Douty Street, Hanford, California 93230, at least 2 days prior to the meeting {28 CFR 35.102.35.104 ADA Title II}



AGENDA STAFF REPORT

MEETING DATE: 3/13/2023

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the minutes of the February 13, 2023 Meeting

RECOMMENDATION:

Recommendation: Approve the Minutes for the Meeting held on February 13, 2023.

Recommended Motion:

BACKGROUND:

FISCAL IMPACT:

This item does not have a fiscal impact.

ATTACHMENTS:

1. February 13, 2023 MINUTES



**Parks & Recreation Commission Regular Meeting
Minutes**

**February 13, 2023 5:30 PM
Council Chambers
400 N. Douty St.**

CALL TO ORDER:

Chair Commissioner Kelley called the meeting to order at 5:30 pm.

ROLL CALL:

Attendee Name	Title	Status	Arrived
Joseph Castaneda		Present	
Gregory Kelley		Present	
Carolyn Hudgins		Present	
Jim Castleman		Present	

FLAG SALUTE:

Chair Commissioner Kelley led the flag salute.

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters not on the agenda and that are within the jurisdiction of the Commission. This is also the public's opportunity to request an item from the Consent Calendar be pulled for discussion purposes or to comment on any item on the agenda. A maximum of three minutes is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.

Paula Massey, City of Hanford resident, expressed concerns about the cleanliness of the Coe Park Hall facility and suggested city staff look into portable restrooms.

Mickey Stoddard, City of Hanford resident, commented on the Longfield fitness membership revenue discussed at the January 2023 Commission meeting. Mr. Stoddard feels that there is a discrepancy with the Longfield membership revenue total. Mr. Stoddard encouraged the Commission to forward a request to council to do away with membership fees for the fitness center.

Judy Scott, City of Hanford resident, would like to see bike paths in parks and suggested that the land near Hidden Valley park be sold to make it happen. It was also suggested that Hanford and Lemoore be connected in the future to allow for a long bike path.

Onan Champi, City of Hanford resident, would like to know if the City has made it clear to homeowners that permits are required to prune or remove Heritage trees and also would like to know if utility clearance trimmers are also required to obtain a tree permit. Mr. Champi pointed out some dead sycamore stumps in the city and commended

staff on Winter Wonderland.

Mark Pratter, City of Hanford resident, would like to see the expansion of Hidden Valley Park move forward and would like to work together to make it happen. Mr. Pratter requested that the commission forward his request to council.

CONSENT CALENDAR:

Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

A. Approval of the Minutes for the Meeting held January 9, 2023

Motion to Approve

RESULT:	Passed (UNANIMOUS)
MOVER:	Jim Castleman
SECONDER:	Carolyn Hudgins
AYES:	Joseph Castaneda, James Castleman, Carolyn Hudgins, Gregory Kelley

DIVISION UPDATES :

A. Parks Division Updates

Parks and Facilities Manager Winebrenner gave the commission the Parks Division updates for February.

Special /Seasonal Projects

- * Ice Rink / Civic Rehab started
 - * Redistribution of sand, aeration of turf, replacement of turf planned for rectangles
 - * Surplus to help fill in other parks
- * Disk Golf course install at Hidden Valley Park
- * Hanford Helping Hands started strong - 2 events (Quail & Johnson)
 - * ~60 volunteers
 - * ~160 hours= ~\$4,000

Noteworthy Accomplishments

- * Submission of Hanford's data into the National Recreation and Park Association (NRPA) 2022 Agency Performance Survey.
 - * Review to be published once analysis is complete.
 - * Local and National attention for Parks and Community Services Dept Sentinel Article from January 30, 2023.

All questions were answered by Parks and Facilities Manager Winebrenner.

B. Recreation Division Updates

Recreation Supervisor Da Silva provided the Recreation Division updates.

March Activities

- * 4, 11, 18, 25: Kids in the Kitchen
- * 7, 14, 21, 28: Food Truck Takeover
- * 17: Zumbathon
- * Aerobics (Every Monday, Wednesday & Friday)
- * Zumba (Every Tuesday & Thursday)
- * Softball Complex Weekend Tournaments - 2 Youth Softball / 1 Youth Baseball
- * Longfield Center -12 NEW fitness members since January 2023 Commission meeting.

Some commissioners had questions that were addressed by Recreation Supervisor Da Silva and Parks and

Facilities Manager Winebrenner.

C. Director Updates

Director Albert provided the updates.

- * Hidden Valley Park expansion community outreach event in March.
- * Walk with a Doc Program - Starting in March on the third Saturday of every month at 9:00 am.
- * Active Transportation Plan - Request for Proposal (RFP)
- * Heroes Park land acquisition

Director Albert addressed all questions from the commissioners.

GENERAL BUSINESS:

A. Winter Wonderland 22/23 Debriefing

Director Albert provided the commission with a debriefing on the 2022-23 Winter Wonderland event.

Community Support

- * Total of 65 business sponsors
- * Total of \$56,702 in sponsorship revenue
- * \$42,500 value for traded goods and services

Marketing

- * Winter Wonderland website visits: 34,476
- * Winter Wonderland Facebook followers: 6,581
- * Winter Wonderland Instagram followers: 2,326
- * Snappy Tik Tok account: 160 followers and 558 likes
- * Two Snappy videos with Leo Gonzales (Leo has 2.7 million followers)
- * Trade sponsorship with ABC 30

Event Data

- * Days of operation: 47 (4 days of closure due to rain) resulting in 176 Ice-Skating Sessions.
- * Cancelled sessions due to rain: 20 cancelled sessions resulting in up to \$27,100 in lost revenue.
- * Number of tickets sold: 17,779
- * Number of Ice-Skating visits (FY23): 16,540 (Generating an average of \$1,355 per session).
- * Percentage of tickets purchased and not redeemed: 7%
- * Average number of skaters per session (FY23): 94 (25% increase from last year.)

Expenses	FY 23	Revenue	FY23
Ice Rink rental + tax	\$166,120	Ice Skating Tickets	\$238,414
PT Staffing	\$58,000	Sponsorships	\$56,702
FT Staffing (% of FT staff)	\$37,000	Vendor Split	\$22,744
Gingerbread tent rental	\$11,976	Northpole Lounge/Ice Rink & Gingerbread tent rentals	\$31,090
Utilities (Gas, Water, Refuse, Electricity)	\$5,595	Skate Aid rentals	\$14,510
Promotions (Tik Tok & Videos)	\$12,670	S'Mores	\$2,980
Skate Aids (one time purchase)	\$12,870	Skate Lessons	\$2,960
Supplies & Equipment	\$42,095	Circus & Enchanted Princess	\$4,777
Sod Replacement	\$2,956	Misc. (Lockers/Socks etc..)	\$1,217
Total	\$349,282	Total	\$375,394

Event Budgetary Success

Cost Recovery: 107%

Lessons Learned & Recommendations

- * Keep the Ice Rink the same size
- * General layout is good
- * Do not rent a tent
- * Village concept with Tuff Shed for vendors
- * Focus on sponsorship development
- * Addition of Snappy & Tik Tok
- * Adjust sessions
- * Adjust snow machine location

All questions were addressed by Director Albert.

B. Formation of the Field Sports Advisory Committee (FSAC)

Director Albert provided the commission with an overview of the Field Sports Advisory Committee (FSAC).

Timeline

- * February 2, 2023 - First meeting with the field sports organizations.
- * February 7, 2023 - City Council approves of the formation of Field Sports Advisory Committee (FSAC)
- * March 16, 2023 - Next meeting with sports organizations

Cost to maintain Hanford's Sports Complexes:

Complex	Acres	Operating Expenses
Youth Athletic Complex (YAC)	27.6	\$101,288
Hanford Soccer Complex (Soc Com)	31.7	\$108,259
Hanford Softball Complex	12.5	\$156,894
TOTAL	71.7	\$366,441*

Hanford's Field Sports Organizations:

Organization	Facility	# of Participants
Hanford Youth Baseball	YAC	650
Hanford Youth Softball	SB Complex	360
United Football and Cheer	YAC	215
Rebels Football and Cheer	YAC	300
Hanford Youth Soccer League	Soc Com	670
Hanford AYSO	Soc Com	440
TOTAL		2,635

Field permit fee analysis:

City	Softball Field	Softball Lights per hour	Soccer Field	Soccer Lights per hour
Visalia	\$16.00	\$15.00	\$32.00	\$25.00
Tulare	\$15.00	\$17.00	\$15.00	\$33.00
Dinuba	\$49.00	\$27.00	\$34.00	\$27.00
Porterville	\$15.00	\$14.00	N/A	N/A
Corcoran	\$22.00	\$30.00	\$22.00	\$30.00
Selma	\$15.00	\$30.00	N/A	N/A
Madera	\$12.50	\$20.00	\$12.50	\$20.00
Merced	\$10.00	\$25.00	N/A	N/A
Modesto	\$13.00	\$30.00	\$13.00	\$30.00
Fresno	\$25.00	\$35.00	\$25.00	\$35.00
Average	\$19.25	\$24.30	\$21.93	\$28.57

Proposed Hanford Field Sports Advisory Committee (FSAC)

- * Comprised of all Hanford field sports organizations
- * Partner with the City to develop and manage fields
- * Advisory to the Parks and Recreation Commission
- * Unified advocacy for youth sports
- * Development of fair and equitable field permit fee process

There was some discussion.

C. Clean California Grant Application

Long-Range Renovation of Downtown Hanford

- * Three funding sources totaling \$17 Million
- * American Rescue Plan Act (ARPA)
- * Rebuilding American Infrastructure with Sustainability and Equity (RAISE)
- * CLEAN California

CLEAN California - Types of Potential Activities and Expenses

- * Amenities related to proper waste collection or prevention
- * Shade trees or drought-tolerant plantings
- * Art installations
- * Walking and/or biking facilities
- * Wayfinding signage
- * Seating and play equipment
- * Public bathrooms and water fountains

Proposed Scope of Work

- * Replace 45 trash/recycling containers in the downtown and Civic Park
- * Design and construct the Court Street Promenade in Civic Park (includes pavers, lighting, signage, wayfinding, park benches, and trees)
- * Create and purchase one prominent art installation (in partnership with the Kings Art Center)
- * Add alternate: Hardscaping of the center rectangle in front of the Civic Auditorium

Public Outreach Survey Results:

Question	Yes	Yes %	No	No%	Total
Court Street Promenade	110	76.9%	33	23.1%	143
Keep Patio at Bastille	42	30.9%	94	69.1%	136
Hardscape rectangle	104	73.2%	38	26.8%	142
Add restroom	121	87.7%	17	12.3%	138
Add lighting	120	86.3%	19	13.7%	139

All questions were addressed by Director Albert

FUTURE AGENDA ITEMS:

Commissioner Castaneda requested to discuss information regarding tree permits at the March Commission meeting.

ADJOURNMENT:

Chair Commissioner Kelley adjourned the meeting at 7:46 pm.

Respectfully submitted,

Tasheenia Lawag
Administrative Technician



AGENDA STAFF REPORT

MEETING DATE: 3/13/2023

AGENDA SECTION: DIVISION UPDATES

SUBJECT:

Parks Division Updates

RECOMMENDATION:

Recommendation: That the commission receives the update.

Recommended Motion: N/A

BACKGROUND:

Special /Seasonal Projects

- Storm Damage Response/ Downed Trees
- Helping Hands 3/11/23
- Civic Turf Replacement
- Winter Irrigation Projects

FISCAL IMPACT:

This item does not have a fiscal impact.

ATTACHMENTS:

None



AGENDA STAFF REPORT

MEETING DATE: 3/13/2023

AGENDA SECTION: DIVISION UPDATES

SUBJECT:

Recreation Division Updates

RECOMMENDATION:

Recommendation: That the commission receives the update.

Recommended Motion:

BACKGROUND:

FISCAL IMPACT:

This item does not have a fiscal impact.

ATTACHMENTS:

1. Recreation PP March 2023

Hanford Recreation Division

March

- 4, 11, 18, 25: Kids in the Kitchen
- 7, 14, 21, 28: Food Truck Takeover
- 17: Zumbathon

April

- 1: Food Truck Takeover on Court Street in Civic Park
- 3 - 7: Spring Day Camp
- 4, 11, 18, 25: Food Truck Takeover
- 7: Egg Hunt
- 21: Mother & Son Date Night
- 22: Daddy & Daughter Date Night

Presentation to the Parks and Recreation Commission March 13, 2023

Food Truck Takeover



Zumbathon



HANFORD PLUNGE

Water Slide Pool Remodel

- **Resurface Slide Pool**
- **Replace Tile**
- **Replace Circulating Grates**
- **Replace Light**
- **Replace Skimmers**
- **Gel Coat Slide**
- **Repair & Repaint Steps (Staff)**

Currently waiting on bids to arrive.



HANFORD PLUNGE

Hiring of Lifeguards

- **Interviews:** March 15th
- **Hired:** April 28th
- **L.G. Training:** May 5th – 7th
- **CPRS S.L.W.:** June 3rd (Sanger)
- **Plunge Opens:** June 4th



***Thank
You,
Commissioners!***



QUESTIONS?



AGENDA STAFF REPORT

MEETING DATE: 3/13/2023	AGENDA SECTION: DIVISION UPDATES
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SUBJECT:

Director Updates

RECOMMENDATION:

Recommendation: That the commission receive the update.

Recommended Motion:

BACKGROUND:

The month of February has been busy for the department. We have begun preparing the budget for the upcoming fiscal year, including operations and capital improvement projects.

- Proposals for the Active Transportation Plan (ATP). We received four proposals for creating an ATP, which will take approximately 24 months to complete. The final proposal evaluation and scoring is underway. Interviews with the top organizations will lead to our final recommendations to the City Council.
- Heroes Park: We are in the final stages of the acquisition process for the 40-acre property. The Appraisal, initial environmental studies, and the Sale of Purchase have been completed. Upon receiving the required Appraisal Review, The 180-day escrow will open. The Request for Proposals (RFP) for the design of Heroes Park will be released in early April and will be open for 6-8 weeks.
- On March 7th, staff provided the Council with a presentation on the Landscape Assessment Districts (LADs). Several strategies were discussed, and the staff was given directions to move forward with those strategies. Some districts' service levels will be adjusted based on their current fund balance.
- Staff is preparing for the upcoming community outreach regarding the Hidden Valley Park expansion project. Community meetings and an online survey will be conducted to determine which amenities to be included. Conceptual drawings will be produced for the Council's consideration.
- The Walk with a Doc Program will kick off on March 18th at Freedom Park. This free program is a partnership with Adventist Health.
- Free orientation classes at the Fitness Court will begin on March 11th at 9 am and continue every Saturday, based on attendance.

FISCAL IMPACT:

This item does not have a fiscal impact.

ATTACHMENTS:

None



AGENDA STAFF REPORT

MEETING DATE: 3/13/2023

AGENDA SECTION: GENERAL BUSINESS

SUBJECT:

Review Street Tree Permit Request for Removal of one tree located at 1035 Hoover Way.

RECOMMENDATION:

Recommendation: That the commission review and approve the Street Tree Permit request.

Recommended Motion:

BACKGROUND:

FISCAL IMPACT:

This item does not have a fiscal impact.

ATTACHMENTS:

1. Street Tree Permit Request - 1035 Hoover Way (Backyard)



CITY OF HANFORD
HANFORD PARKS & COMMUNITY SERVICES DEPARTMENT

321 N. Douty Street SUITE B, Hanford, CA 93230 Office (559) 585-2525

STREET TREE PERMIT

Application is hereby made under provisions of the
City of Hanford Ordinance Chapter 2, Section 7-2.05 for permission to:

- ☐ Plant street trees in public right of way
☐ Prune street trees in public right of way
☒ Remove street trees in public right of way

No. of street trees 1

Andre Espinoza
Name of Applicant

(559) 805-1407 2/21/23
Telephone Date

1035 Hoover Way Hanford, Ca
Street Address 93230

Are you the owner of the property
where the tree is located? Yes

E Grangeville BLVD and Harding AVE
Location of trees if different than above

[Signature]
Signature of property owner

Property backyard
Mailing Address

Details of request: I am wanting to remove Oak tree on my
property, see attached letter on packet for further
details please.

FOR OFFICIAL USE ONLY

TREE PRUNING

- ☐ Pruning at OWNER'S expense
☐ Pruning at CITY'S expense

TREE PLANTING

Commission review necessary ☐ Yes ☐ No

TREE SELECTION

- ☐ Commission ☐ Superintendent ☐ Owner

APPROVED BY:

Permit No. _____ Date _____

PERMIT VALID FOR SIXTY (60) DAYS FROM DATE ABOVE

FOR OFFICIAL USE ONLY

TREE REMOVAL

Commission review necessary ☐ Yes ☐ No

☐ APPROVE ☐ DISAPPROVE ☐ NO ACTION

COMMISSION VOTE: _____ : _____ : _____ = _____

Y N A T

- ☐ Removal and replacement at OWNER'S expense
☐ Removal at OWNER'S expense
☐ Replacement at OWNER'S expense
☐ Removal and replacement at CITY'S expense
☐ Removal at CITY'S expense
☐ Replacement at CITY'S expense
☐ No replacement permitted at this location

ANDRE ESPINOZA

1035 Hoover Way | (559) 805-1407 | espinozaandre6@gmail.com

February 20, 2023

Department of Parks and Recreation/Public Works/Hanford City Council
Hanford City Council/Mayor
400 N Douty Street Hanford, CA 93230

Dear Department of Parks and Recreation/Public Works/Hanford City Council:

I am writing to you to request permission to have the large oak tree in my backyard removed. The tree's location is on E Grangeville BLVD and Harding AVE. I understand the beauty of these historic heritage tree's and how important they are to our community and I know it would be much simpler to just have it pruned, but the same problems would still persist for me if that is the case. The large oak tree is a major hindrance on my property backyard because it does not allow me and my family to enjoy our pool to the fullest with all the unwanted debris (leaves, branches, tree sap,) that constantly falls all over our backyard and makes its way into the pool. All this debris is causing leaves and branches to continuously build up in my pool's centrifugal pump, which in the long run is going to lead to a pricy repair / replacement cost if the problem persists. I have already had to purchase a new, more efficient pool cleaner that cost me upwards of \$500.00 because my old one could not keep up with all the scatter that falls from the tree and into the pool's water, I have included a copy of that stapled. I am now going to have to also drain out and replace my pool's filthy green water, which my pool service is charging me another \$500.00 for. The tree's location is not ideal, right next my pool up against my backyard fence, as you can see in the pictures provided, it has caused damage to said pool (cracks) from the roots and what would be an easy every other day pool maintenance, has now become an everyday tedious task, not just for me, but for my pool service as well to try to keep up with all the scattered waste. My pool service guy is having to come out about 3-4 times a week just to maintain my pool, and I am being charged extra for that too. As you can see this large oak tree is causing so many unwarranted expenses that just keep adding up. Furthermore, the large oak tree is also

becoming entangled with telephone lines directly in my backyard's vicinity, which can still be very hazardous if a lightning strike were to strike the nearby ground, it could cause a massive power flare into the telecommunications wiring, which is very dangerous. I am fully aware of the Hanford, California Municipal Code 12.12.210 for the Pruning or removal of heritage or street tree and am willing to comply to purchase the same amount of tree species that equal to the same value of the said oak tree I am wanting removed and I would like to have them donated to our City of Hanford's parks where they will not be a hindrance, but a beauty for all in our community to see. I cannot have a replacement tree planted anywhere else on my property because my backyard is mostly composed of cement and my pool area where any tree planted near would furthermore cause the same damage in the future, and my front yard already has a large poplar tree planted, so it would not be convenient. I have recently moved into my new property 1035 Hoover Way and have enjoyed living in Hanford thus far this past year, my only concern would be removing this large oak tree, I hope my plea is taken into serious consideration and permission is granted to have it removed.

Sincerely,

Andre Espinoza



HANFORD, CA #373
530 N 11TH AVE
HANFORD, CA 93230-4491
559-585-1527

Store: 373 Register: 2
Date: 4/10/22 Time: 10:53 AM
Ticket: 55148
Salesperson: 63207 (Nicholas G)
Customer ID: S00373020002651

Reprint - Reprint - Reprint - Reprint

Item	Qty	Price	Amount
POLARIS MAXX SUCTION CLEANER			
63437	1	549.00	544.00
\$1 REWARD			(5.00)

Subtotal 544.00
Tax 39.44

Total\$ 583.44

Visa Purchase 583.44
Apr 10 2022 10:54 am Trans# 55148

TRANSACTION RECORD

Card Number : *****5863
Card Type : VISA
Card Entry : CHIP
Trans Type : PURCHASE
Amount : \$583.44

Auth # : 013435
Sequence # : 000002
Reference # : 00000002
Term ID : 102
Date : 22/04/10
Time : 10:54:17

APPROVED

Application Label: VISA DEBIT
AID: A0000000031010
TVR: 8080008000
TC : 90088662F374F57C
TSI: 6800

*** CUSTOMER COPY ***







